

Highlights of Briefing
by

on
DIA Dissemination Center (DIAAQ-3)

1. The Dissemination Center was established as part of the DIA under DOD Directive 5105.21 dated 1 August 1961. The Center came into existence on 31 March 1964.

2. The mission of the Center is to:

- a. Disseminate DOD and non-DOD intelligence.
- b. Coordinate residual service dissemination.
- c. Provide guidance for an overall DOD Intelligence Dissemination Program.

3. The Dissemination Center is organized into a headquarters element, two staff elements and two operating divisions. The T/O is 138 people. The staff elements are the Administrative Services Group, DIAAQ-3A and the Customer Requirements Group, DIAAQ-3B. The latter group receives Statements of Intelligence Interest from customers and prepares guides to facilitate dissemination control. It performs liaison with all principal customers. The operating divisions are organized as follows:

a. Support Division

- (1) Top Secret Control Branch
- (2) Receipt and Dispatch Branch
 - (a) Shipping and Receiving Section
 - (b) Document Control Section

b. Control Division

- (1) Document Release Branch
- (2) Customer Identification Branch
- (3) Supplemental Request and Files Branch

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- 2 -

4. Dissemination Center processes (collateral only):

- a. All raw intelligence (IRs)
- b. All DIA produced finished intelligence
- c. Other agency publications (CIA, Army, Navy, Air Force, etc.)

5. Information Reports (IRs) constitute the majority of items disseminated. Approximately 175,000 IRs are processed each year. Each week, on the average, the Center processes 2600 DOD originated IRs and 800 CIA reports. Weekly processing ranges from 1700 to 4900 items.

6. Functions performed are as follows: Receive, prescreen (non-DOD items to eliminate items not required), verification and control (Document Control Record (DCR)) attached, analysis and customer determination, document release (certain foreign governments and civilian contractors), reproduction, allocation and receipts, packaging, dispatch. Reproduction figures to date indicate that approximately 12 million pages of text and 500,000 photo reproductions will be processed each year by Dissemination Center.

7. Finished intelligence products are divided into recurring items and non-recurring or one time items. Recurring items are disseminated in accordance with standing customer requirements lists. Non-recurring items are disseminated in accordance with SIIs submitted by customers.

8. After the briefing, indicated that a total of 3870 customer/activities are served by Dissemination Center. Of these approximately 160 customers receive raw intelligence and of these, about 60 are the most active recipients. Within DIA, the Center disseminates to branch level. For service intelligence activities the Center disseminates to the same level that the respective services disseminated prior to the establishment of the Dissemination Center.

9. The Center has personnel on call to provide emergency document dissemination. Also, it has dissemination analysts in the Message Center to screen incoming cables on a daily around the clock basis in order to identify customers in addition to addresses established by the organization.

10. The Dissemination Center provides no courier service, however, other agency couriers call at the Center. The Center effects distribution through the Arlington Hall Station post office.

11. The Center combines the three service dissemination elements into one. Reproduction of both documents and photographs is accomplished in the Center at the time the document is processed for dissemination. Photo reproductions are not, nor are they intended to be, PI quality. They do provide sufficient quality for analyst review. Quality is dependent on the quality of the original print or negative received in the Center.

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- 3 -

12. Extensive discussion occurred on the Statement of Intelligence Interest (SII) which is designed to overcome the disadvantages of narrative statements of interest by analysts. It is a two part document requiring a brief statement of mission including area of responsibility (Part I) and a formatted statement of intelligence interest for raw and non-recurring, finished intelligence (Part II).

13. Part II is a four field format indicating (1) Subject number, (2) Subject title, (3) Area code, and (4) Type information (raw or non-recurring finished). There are 2424 subject classes provided for selection by customers. The subject classes are displayed in a hierarchical fashion in fields (1) and (2). Seventeen geographical areas incorporating some 50 countries as subclasses are provided for analyst selection. The customer requirements are maintained in punched cards. Each customer is assigned a unique number which also identifies his agency in the first (alpha) position. Customer identification guides indicate subjects and areas of interest, number of copies required along with customer number.

14. The major system problem identified is the time involved in determining the subject number to be assigned each incoming document by dissemination analysts. Present SOP requires that the dissemination analyst use the most specific level provided by the subject classification system in describing document subject content. On the average, approximately 20 dissemination analysts can process 600-800 documents a day.

15. Discussion ensued concerning whether substantive analysts specified their requirements in as great a detail as the SII system provided. It was indicated that generally they do not do so. However, the system is relatively new and as analysts become more familiar with system performance, their confidence in it will rise and result in narrower request parameters. Experience so far is confirming this. Analysts are refining the scope of their subject and area requirements in light of the tremendous number of documents which result from broad statements of interest.

16. Other discussion concerning need for coding dissemination and classification restriction, source and type of document occurred.

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